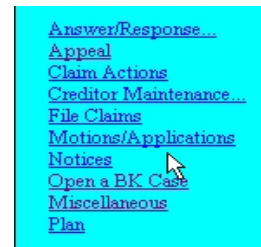
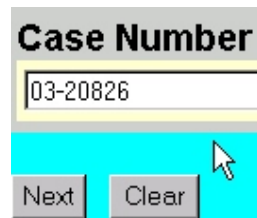


**Motion to Reinstate Document.**

**STEP 1** Click on the **Bankruptcy or Adversary** hyperlink, whichever is appropriate, on the **Main Menu** then click on **Motions / Applications**.

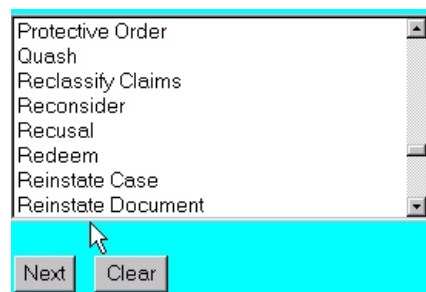


**STEP 2** The **Case Number** entry screen displays.



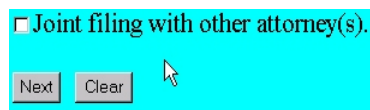
- ◆ **Case Number** - enter a case number in *YY-NNNNN* format.
- ◆ Click on the **Next** button.

**STEP 3** The **select type of motion/application** being filed screen displays.



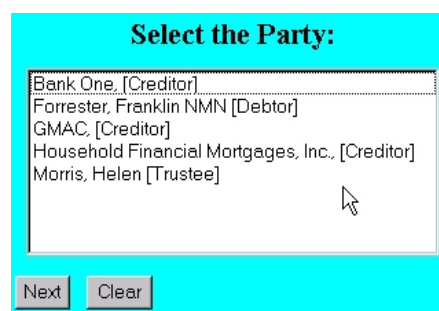
- ◆ Scroll through the options and highlight **Reinstate Document**.
- ◆ Click on the **Next** button.

**STEP 4** The **Joint filing with other attorney(s)** screen displays.



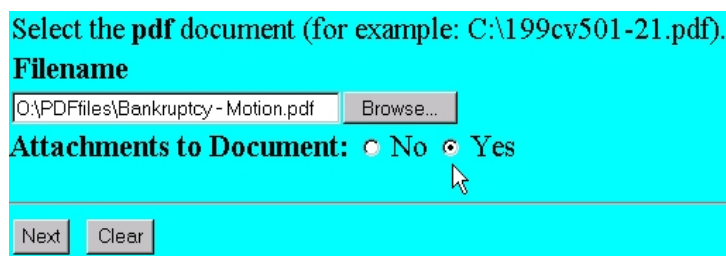
- ◆ Click in the **Joint filing with other attorney(s)** box to add any additional attorneys.
- ◆ Click on the **Next** button.

**STEP 5** The **Select the Party** screen displays.



- ◆ Click on the party's name.
- ◆ Click on the **Next** button.

**STEP 6** The **Select the pdf document** screen displays.



- ◆ Type the path and file name in the blank box, or
- ◆ Click on the **Browse** button to navigate to the appropriate directory and file.
- ◆ To attach the Proposed Order and other documents (e.g. an exhibit, appendix):
  - ▶ Click on the radio button next to 'Yes.'
  - ▶ Click on the **Next** button.

**STEP 7** The **Select one or more attachments:** screen displays.

Select one or more attachments.

1) Enter the **pdf** document that contains attachment (for example: C:\appendix.pdf).

**Filename**

O:\PDFFiles\Bankruptcy-Proposed Ord. Browse...

2) Select a document type and/or enter a description.

Type	Description
Proposed Order	Granting Motion to Reinstate Doc

3) Add the filename to the list box below. If you have more attachments, go back to Step 1. When the list of filenames is complete, click on the Next button.

Add to List

Remove from List

Next

- ◆ Use the **Browse** button to navigate to the location of all necessary files.
- ◆ **Type** - click on the down arrow to select the type of attachment, if listed.
- ◆ **Description** - type in any additional description if needed.
- ◆ **Add to List** - click this button to add selected attachment to list.
- ◆ As documents are added to list, they will appear in the filename list box.
- ◆ Click on the **Next** button.

**STEP 8** The **With Certificate of Service?** screen displays.

With Certificate of Service? y or n: y

Next Clear

- ◆ Type a lowercase '**y**' if a Certificate of Service is attached to your document or a lowercase '**n**' if there is no Certificate of Service.
- ◆ Click on the **Next** button.

**STEP 9** The **refer to existing event(s)** screen displays.

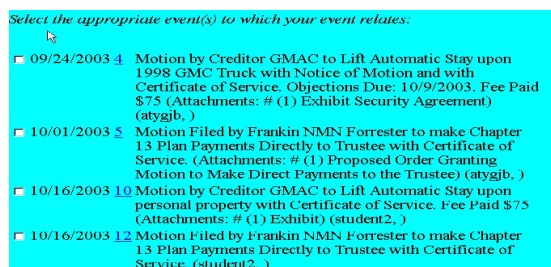
☒ Refer to existing event(s)?

Next Clear

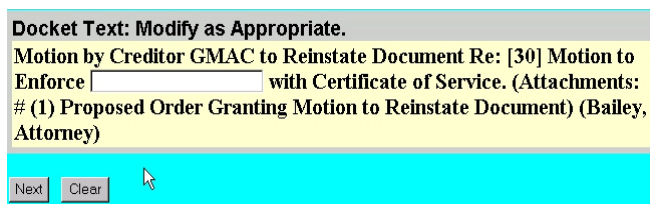
- ◆ Click in the box if this filing refers to an existing event.
- ◆ Click the **Next** button.

**STEP 10** The **Select Category** screen displays.

- ◆ Scroll through the available options to locate the category of choice. Click on the category to highlight. If you do not know the category, left-click on your mouse, drag down list to highlight all categories.
- ◆ Enter a date range if necessary.
- ◆ Enter a range of documents if necessary.
- ◆ Click on the **Next** button.

**STEP 11** The **Select the Appropriate Event** screen displays.

- ◆ Click in the box to the left of the event to which this motion refers.
- ◆ Click on the **Next** button.

**STEP 12** A **Docket Text: Modify as Appropriate** screen displays.

- ◆ Add additional text in the box provided if appropriate.
- ◆ Click on the **Next** button.

**STEP 13** The **Docket Text: Final Text** screen appears. This is the **LAST** opportunity to verify the accuracy of the information. Submission of this screen is **final**.

**Docket Text: Final Text**

Motion by Creditor GMAC to Reinstate Document Re: [30]  
 Motion to Enforce with Certificate of Service. (Attachments: #  
 (1) Proposed Order Granting Motion to Reinstate Document)  
 (Bailey, Attorney)

**Attention!!** Submitting this screen commits this transaction. You will  
 have no further opportunity to modify this submission if you continue.

Next Clear

- ◆ Verify the final docket text. If correct, click **Next**.
- ◆ If the final docket text is incorrect, you must click on your **Browser's Back** button to correct your entries.
- ◆ To abort or restart the transaction, click on the **Bankruptcy** hyperlink on the *Menu Bar*.

**STEP 14** The **Notice of Electronic Filing** screen will display showing the essential data for this filing. Scroll down to view the entire receipt.

**Notice of Electronic Filing**

The following transaction was received from Bailey, Attorney J. entered on 5/24/2004 at 3:31 PM EDT and filed on 5/24/2004

**Case Name:** Franklin NMN Forrester  
**Case Number:** [2:03-bk-20826](#)  
**Document Number:** [33](#)

**Docket Text:**  
 Motion by Creditor GMAC to Reinstate Document Re: [30] Motion to Enforce with Certificate of Service. (Attachments: # (1) Proposed Order Granting Motion to Reinstate Document) (Bailey, Attorney)

The following document(s) are associated with this transaction:

**Document description:** Main Document  
**Original filename:** O:\PDFfiles\Bankruptcy - Motion.pdf  
**Electronic document Stamp:**